

Chapter 2—Community Participation and Project Promotion

Policy 2000	Community Participation and Project Promotion
Policy 2100	Community Education and Health Promotion
Policy 2200	HIV/AIDS Education and Prevention

Policy 2000 Community Participation and Project Promotion

This policy applies to all local agencies.

Community Participation

Local agencies must establish a committee to provide the community with an opportunity to participate in the development, implementation, and evaluation of the Title X project. In addition, the grantee's project plan must include a plan for community participation. (PG 6.9)

The community participation committee:

- Must be composed of people who broadly represent all significant elements of the population to be served, and who know about the community's needs for family planning services. (PG 6.9)
- Must meet annually or more often, as appropriate. (PG 6.9)
- May be the I&E committee (See Policy 2100) if it meets the above requirements. (PG 6.9)
- May be the same as the advisory committee, board of directors, or community participation committee. (FPRH)

Written Bylaws

Each advisory committee, board of directors, or community participation committee should have bylaws or written objectives that include:

- A statement of purpose.
- A description of the relationship between the board or advisory committee and the family planning program in the agency.
- A description of the relationship between the advisory committee and the local health jurisdiction staff and board of health if the family planning program is administered by a local health jurisdiction.
- Criteria for membership and election procedures for members and officers.
- Terms of office for members and officers.
- Frequency of meetings

Staff Liaison

An agency staff person should be appointed to act as liaison with the advisory committee or board.

Other staff may attend meetings as resource persons at the request of the committee or board.

Minutes

The committee or board must take minutes of all meetings. They must be made available to FPRH upon request. (FPRH)

Minutes should include:

- Names of participants.
- Committee/board recommendations.
- Policy decisions.

Committee Orientations

All board or advisory committee members should be given an orientation to the local agency, including:

- Program goals and services.
- Role of board or advisory committee members.
- Relationship between agency staff and FPRH.
- Relationship between agency staff and board of health if agency is part of a local health jurisdiction. (FPRH)

Project Promotion

Local agencies must establish and implement planned activities to facilitate community awareness of, and access to, family planning services. (PG 6.9)

Project promotion activities should:

- Be based on a review of a range of strategies and assessment of the availability of existing resources and materials. (PG 6.9)
- Be reviewed annually so as to be responsive to changing needs in the community. (PG 6.9)

Related References

Title 42 (Public Health) Code of Federal Regulations Part 59.5 (b)(3) and 59.5 (b)(10).

Chapter 24.03 RCW, Washington Nonprofit Corporation Act

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Policy 2100 Community Education and Health Promotion

This policy applies to all local agencies.

Community Education Each local agency must provide for community education programs. (PG 6.9)

Community education programs should:

- Be based on an assessment of the needs of the community. (PG 6.9)
- Contain an implementation and evaluation strategy. (PG 6.9)
- Make the availability of services known to potential clients. (PG 6.9)
- Encourage continued participation by persons for whom family planning may be beneficial. (PG 6.9)
- Enhance community understanding of the objectives of the agency. (PG 6.9)

Information and education (I&E) materials developed or made available within the Title X project must be reviewed and approved by an advisory committee/I&E Committee prior to their distribution to assure that the materials are (1) suitable for the population and community for which they are intended, and (2) consistent with the purposes of Title X. Materials should be reviewed periodically after initial approval to assure information is current. The grantee may delegate review and approval of materials to delegate agencies, but oversight responsibility for the I & E committee(s) rests with the grantee. (PG 6.8)

I&E Committee The committee reviewing I&E materials must have five to nine members, unless the US Public Health Service Region X Office has given written approval for a committee smaller or larger. (PG 6.8)

The I&E committee must:

- Broadly represent the community. (PG 6.8)
- Establish a written record of its determinations. (PG 6.8)
- Consider the educational background, cultural background, and standards of the population or community to which the materials are addressed, and determine whether the material is suitable. (PG 6.8)
- Review the content of the material to assure that the information is factually correct. (PG 6.8)

The I&E committee may delegate responsibility for the review of factual, technical, and clinical accuracy to appropriate agency staff, as long as final approval rests with the committee. (PG 6.8)

Related References Title 42 (Public Health) Code of Federal Regulations, Part 59.5 (b) (10)

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Policy 2200

HIV/AIDS Education and Prevention

This policy applies to all local agencies that receive Title X funds.

Overview

The 1988 appropriations act for several federal agencies included limitations on the types of HIV/AIDS education and prevention activities which could be provided with federal funds. Activities that can be provided are described below.

Promotion of Homosexual Activities Prohibited

HIV/AIDS education, information, and prevention materials and activities may not promote or encourage homosexual activities. Homosexual activity includes any sexual activity between two or more males as described in Section 2256(2)(A) of Title 18, United States Code.

Abstinence Emphasized

Education, information, and prevention activities and materials paid for with Federal funds must emphasize:

1. abstinence from sexual activity outside a sexually monogamous marriage, and
2. abstinence from the use of illegal intravenous drugs.

Risk Reduction Methods

Descriptions of methods to reduce the risk of HIV transmission are not prohibited.

Activities with Non-Federal Funds

Delegate agencies or potential delegate agencies are allowed to engage in prohibited activities with non-federal funds.

Penalty for Violation

Any agency which fails to comply with this policy will lose its federal funding and be forced to repay to the United States the amount not expended in violation of this policy.

Related References

Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 1988, Public Law 100-202, Title 5, Section 514.

Congressional Record, December 21, 1987, Page H12713.

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